



# புதுச்சேரி மாநில அரசிதழ்

**La Gazette de L'État de Poudouchéry**

**The Gazette of Puducherry**

## PART - I

**சிறப்பு வெளியீடு**

**EXTRAORDINAIRE**

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அதிகாரம் பெற்ற  
வெளியீடு

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No.	Puducherry	Monday	16th	March	2009

GOVERNMENT OF PUDUCHERRY

DEPARTMENT OF REVENUE AND DISASTER MANAGEMENT

(G. O. Ms. No. 5, dated 27th February 2009)

### ORDER

The Union Home Secretary, Government of India, New Delhi has taken initiative to prepare a National Population Register of Coastal Villages/Towns in Maritime States/U.Ts following the approach laid down under the Citizenship (Registration of Citizens and Issue of National Identity Cards) Rules, 2003. The proposed scheme envisages the preparation of a database of all the individuals in the villages/towns on the coastline, assigning a Unique Number to them and issuing of Identity (smart) Cards to all those who are 18 years of age and above. The Population Register of an area would contain particulars of those only who are "usual" residents of that area. Persons not usually residing in that area will not be enumerated and will therefore not be eligible for issue of Identity Cards. For this purpose, definition of usual residence is as under.

'Usual residence' is defined for enumeration purposes as the place at which the person lives at the time of enumeration, and has been there for some time or intends to stay there for some time. The data will be collected in both English and Vernacular languages of this Union Territory.

2. His Excellency the Lieutenant-Governor, Puducherry is pleased to appoint the following officers, for the purpose of collection and updation of data for the National Population Register in pursuance of the instructions of the Union Home Secretary, Government of India read 1st above and in accordance with the Citizenship (Registration of Citizen and Issue of National Identity Cards) Rules, 2003.

- |   |   |
|---|---|
| (a) The State Co-ordinator  | .. Secretary (Revenue and Fisheries).                             |
| (b) District Registrar, Puducherry/ Karaikal.   | .. District Collector- <i>cum</i> -District Magistrate concerned. |
| (c) Sub-District/Taluk Registrar Puducherry/ Oulgaret/Villianur/ Bahour/Karaikal/Thirunallar. | .. Taluk Tahsildar concerned.                                     |
| (d) Local Registrar for the Villages  | .. Inspector/Sub-Inspector of Fisheries concerned.                |

The Department of Fisheries and Fishermen Welfare will be nodal department and the Director of Fisheries will coordinate the collection/updation of the data. The said rules and the instruction issued by the Government of India from time to time shall be followed during implementation of this programme.

3. The District Collector shall constitute a team of officials for each local area drawing officials from various departments such as Revenue, Fisheries and Economics and Statistics. The data collected shall be furnished to the SHO for verification of character and antecedents of the individual and to the Director of Economics and Statistics for validation of data. The sub-District/Taluk Registrar shall check the list and certify that all persons usually residing in the area have been covered and that persons who are not usually residents in that area have not been included in the list. Similarly the District Registrar shall certify that all targeted villages under his jurisdiction have been completely and correctly covered. The guidelines for collection of data is annexed and the District Registrar may issue necessary instructions according to the situation as deemed fit.

4. The first level of appeal against the decision of the Local Registrar would lie with the Sub-District Registrar. Any appeal against the Sub-District Registrar would finally lie with the District Registrar.

## ANNEXURE

**Guidelines for Collection and Preparation of Data for  
National Population Register (NPR)**

1. House-to-house enumeration for collection of specified particulars relating to each family and individual has to be carried out for inclusion in the National Population Register. The particulars shall be collected in the format provided to them.

2. The particulars of every family and individual collected for NPR shall be verified and scrutinized by the Local Register.

3. The character antecedent of the individual shall be verified through the Station House Officer having jurisdiction over the local area.

4. Particulars of doubtful cases also shall be collected with appropriate mark for further enquiry and in case of doubt the individual or the family shall be informed immediately after verification process is over.

5. In case of doubt, the Sub-District / Taluk Registrar shall give an opportunity of being heard before a final decision is taken to include or exclude in the Register.

6. The draft of the Local Register shall be published by the Sub-District / Taluk Registrar, for inviting objections or for inclusion of any name or corrections for the family or individual particulars collected and proposed to be entered in the Register.

7. The objection for deletion, inclusion or correction shall be received by the Sub-District / Taluk Registrar and such objections shall be summarily disposed off. The final list/Register shall be furnished to the District Registrar through the Nodal Department.

8. The Nodal Department shall give suggestions before submitting to the District Registrar.

9. Any person aggrieved by the order of the Sub-District/Taluk Registrar shall prefer appeal before the District Registrar whose decision is final after giving an opportunity of being heard to the person(s) aggrieved. If appeal is allowed the particulars shall be entered in the Register.

10. It shall be the compulsory for every resident of that area to assist officials responsible for preparation of NPR.

11. It shall be the responsibility of the head of every family to give correct details of name and number of members and the particulars required for the NPR. In the case of dependents such as minor who has not obtained the age of 18 years or who is disabled, the responsibility of reporting particulars shall be with the head of the family and in the case of inmates of institution, such as orphanages, old age homes, mental asylums, the responsibility for providing particulars shall be with the head of the Institution.

12. The District Registrar, Sub-District / Taluk Registrar or Local Registrar may order any person to furnish any information within his knowledge in connection with enumeration for NPR.

13. It shall be the responsibility of Local Registrar to maintain and update the Register/ List. Any correction in the Register/ List shall be done with the approval of the Sub-District /Taluk Registrar. The Register/List shall be maintained in the electronic form with proper security measures.

14. The Local Registrar shall be assisted by the Team of Officials provided by the District Administration.

(By order of the Lieutenant-Governor)

**G. RAGESH CHANDRA,**  
Additional Secretary (Revenue).

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